

**N.H. EMERGENCY MEDICAL & TRAUMA SERVICES
COORDINATING BOARD**

NH Fire Academy - Concord, NH

“APPROVED MINUTES”

November 18, 2004

Members Present: Steve Achilles; Dave Dubey; David Duquette; Fred Heinrich; Douglas McVicar, MD; Suzanne Prentiss; Susan Reeves; Joseph Sabato, MD; John Sutton, MD; Norman Yanofsky, MD

Members Absent: David Hogan; Janet Houston; Karen Lord; J. Mastromarino , MD; Shawn Mitchell; Jackie Normile; Dianne Roberts; C. Wilmot, MD

Guests: Donna Clark; Jonathan Dubey; Jeanne Erickson; Steve Erickson; Robert Gougelet; Liz Karagolian; Doug Martin; Gary Zirpola

Bureau Staff: Wanda Bottecillo, Exec. Sec.; Liza Burrill, Educational Coordinator; Cindy Castagnino, Sec; John Clark, ALS Coordinator; Kathy Doolan, Field Services Coordinator; Fred von Recklinghausen, Research Coordinator; Bill Wood, Preparedness Coordinator

I. CALL TO ORDER

Item 1. The meeting of the Emergency Medical & Trauma Services Coordinating Board was called to order by Joe Sabato, MD, Chair at 1:05 PM on November 18, 2004, at the NH Fire Academy in Concord, NH.

All were welcomed and introductions of those present at the meeting site were completed.

II. ACCEPTANCE OF MINUTES

Item 1. September 16, 2004 Meeting Minutes

After review of the minutes S. Achilles made a motion to accept the minutes as written and this motion was seconded by J. Sutton. All members present approved the minutes unanimously.

III. DISCUSSION ITEMS

Item 2. – NH EMS Medical Control Board Report – J. Mastromarino was not

present at the meeting. D. McVicar summarized the morning MCB meeting.

Protocol changes were reviewed and discussion on the process they will go through before publication. They have been edited by a professional editor who is also one of our EMS Providers.

The proposed statute changes will not be completed right away therefore “local option protocols” will still be in effect – as in the past, the Bureau will work with the local Medical Resource Hospitals (MRH) on the implementation. Dr. McVicar is planning to invite all the all the MRH Medical Directors together to discuss the situation, the plan will be to have this meeting coincide with an ACEP meeting. A date has not yet been set.

Discussion on pediatric automated external defibrillator use took place and the membership agreed that any machines that the Bureau purchased within the Public Access to Emergency Devices Grant would have pediatric capabilities.

Discussion on the helicopter use and EMS Providers planning ahead for transport of patients to appropriate hospital, based on the hospitals capabilities that day, took place. It was suggested that EMS Providers should use the knowledge of hospital capabilities as another tool available when making appropriate patient care decisions. Dr. McVicar asked the membership to review Protocol 1.1 and 1.3 for the next meeting and the discussion would be continued.

(Please refer to the November 18, 2004, MCB Minutes for detailed information.)

Item 3. – NH Bureau of EMS Report – S. Prentiss

The Bureau Chief reminded everyone that a complete report was in the packets and gave a summary of activities to the group present.

Status of new staff members at the Bureau – The Concord Secretarial position has been filled by Cindy Castagnino (present), the Berlin secretarial position will be re-posted and in the mean time a part time person is assisting in the office during the busy refresher season, and interviews for the Field Services position which Lenny Deane vacated have just recently taken place with the hope of filling the slot by January 2005.

Rural AED Grant – With L. Deane leaving the Bureau, the responsibilities for the last year of the AED Grant and the completion of this years duties will be placed with Bill Wood. Machines are still being distributed from this year's “second round” and paperwork is coming in rapidly. Civic organizations such as the Rotary Clubs of the state have been calling in to request presentations on Public Access AED's and Field Services is scheduling with each group. Year III, the last year of the grant's non-competing application has been filed and the final reports for Year I and II have been submitted to the Federal Office of Rural Health Policy. The final year of the grant is expected to have less than the anticipated 128 machines.

Protocol Development / ALS Study Committee – The revised protocols are almost complete with the appendices being the last portion to be completed. The

Ad Hoc committee submitted their final report to the Commissioner dealing with the “statewide” versus “local option” issue. The Bureau has since begun drafting the statute and rule changes necessary and the first draft has been passed along to the Asst. Commissioner. Representative Steve L’Heureux being will sponsor the bill.

TEMSIS – Two years of planning by the Research Section has paid off and the Bureau has been awarded \$366,145.00 by NHTSA through the Governor’s Highway Safety Agency for the start-up costs of electronic patient documentation.

Trauma System & Preparedness issues – The Trauma Conference on Nov. 10, 2004 was a great success and 23 out of 26 acute care hospitals in the state were in attendance.

Hospital renewal of assignments is underway by the Trauma Medical Review Committee. C. Odell has also developed a pelvic Trauma and Spinal Assessment training program that he has been delivering to Emergency Departments and Ambulance Services upon request.

Regional Councils have been asked to propose two dates/locations and times for presentations by Steve Achilles on MCI planning. The program is called “Before Triage, Treatment and Transport – MCI Plan Development” and will be sponsored by FST & EMS and they will coordinate logistics and delivery.

Mark One training is planned to accompany the new Chemical Exposure Nerve Agent Protocol. Dr. Katherine Brinsfield of Boston EMS will be delivering the train-the-trainer program.

Radio Interoperability – The mobile and portable radios have been ordered to begin the installations into ambulances and for personnel statewide, the distribution/installation process could take upwards of 18 months. The Commissioner’s committee will be developing an instruction module for the use of the radios and the overall issue of interoperability.

Vaccination “Evaluative Study” Project – Each EMS Region has had one training site for this project, which is close to completion. Paramedic level Providers that have completed this training will be involved in future community based clinics for Pneumococcal Vaccinations. Any Flu Vaccine we ordered was turned over to DHHS.

Scope of Practice Model – Will be covered by Liza Burrill further into the agenda.

(Please refer to the November 18, 2004, Bureau of EMS Report for more details.)
Dr. Sabato mentioned that Director Mason had responded to the Boards concerns that they were overlooked during the process of the Ad Hoc Committee on Protocols, and read the letter to the membership.

S. Achilles voiced his concern that even though members of the Board were represented on the committee, the group was not informed. Dr. Sabato thought that comments to the Commissioner that this Board needs to be apart of the

process in the future would be appropriate.

Item 4. – Scope of Practice – L. Burrill

An overview of the November 5th Scope of Practice meeting was given to the group and a report was handed out outlining the National Project. L. Burrill stated that approximately fifty people attended the meeting at the Academy, which was also teleconferenced to Littleton. Follow-up meetings are planned and a statement will be drafted as a consensus from this group as a New Hampshire consensus. The Coordinating Board will be asked to endorse the document, ultimately the Bureau's position. Individuals can still make comment to the Model on their own but more weight will be given to organized group comments at the national level. So far the overwhelming issue is dealing with the need to maintain an "Intermediate" level EMT in the state. The next meeting is December 1st and all are welcomed. L. Burrill stated that she would keep the Board up-to-date on what was happening with this discussion.

Item 5. – Disaster Training Update – J. Sabato

Dr. Sabato reported that the BDLS and ADLS training programs went very well. Approximately 65 participants took the BDLS training and 30 took advanced training. An additional 50 took the Instructor training program. The core disaster life support course is aimed at first responders. It was mentioned that the core program was an all hazards approach, the BDLS was great as an interdisciplinary course and the ADLS was for EMT-P's, MD's and RN's and is much more interactive.

Item 6. – MCI Program / Issues Update – F. Heinrich

A handout with an overview of the New England Council MCI program was offered to the group. The second side of the informational sheet listed recommendations from the subcommittee and the membership was asked to adopt these recommendations. Dr. McVicar clarified that some of the bulleted items under "Recommendations" are actually only to be considered by the group but that the second and third bulleted items could be adopted.

The membership was in favor of adopting the NECEMS "Triage & Mass Casualty Scene Management" course for EMS Providers, and the plan is for the Bureau to coordinate the necessary NECEMS Instructor courses.

Item 7. – Medical Reserve Corp - J. Sabato

Under the states Citizen Corp the Medical Reserve Corp will be able to offer start-up grants for additional projects. The approvals will come in December for the Citizen Corp Regions. More info at www.volunteer.nh.org

Item 8. - Vaccination Project Update – J. Sabato

The last training program for this project will be run next week at Speare Memorial Hospital. Training materials on Mass Vaccination clinics are available. There is legislation being worked on for these volunteers with regards to liability and workers compensation when working at a Mass Vaccination incident.

Item 9. – Coordinating Board Appointments "Letters" – K. Doolan

K. Doolan stressed the importance of receiving the rest of the delinquent letters from lapsed Board members and listed each member's status with letters on file. As soon as all are received they will be sent on to the Governor's Office. It was agreed that if a member does not currently have a letter on file, an updated letter should be addressed to the Governor Elect.

Item 10. – Items of Interest – All present

- Dr. Sabato mentioned the Safe Driving Summit to be held December 9th – see Dr. Sabato for more details.
- S. Achilles mentioned that the Safety sub-committee was looking to create a best practices document for the use of lights and sirens in EMS. The US Fire Administration information will be reviewed and reported on next meeting. S. Prentiss mentioned that D. Wolfburg has written a report on this topic and that it needs to be maintained as a local issue. All agreed that it is a local issue that should be built from standards.

Dr. Sabato asked that a report be drafted for the next meeting on how many training sessions have been offered to Providers by people who attended the train-the-trainer sessions for Provider Safety during EMS Week 2004, and how many attendees have taken advantage of the training.

- G. Zirpola asked about the MCI Planning classes that are to be offered by S. Achilles and sponsored by the Bureau, and whom they are directed towards. S. Achilles stated that the presentation is built for Chiefs, Regional Council personnel, District Officers in order to help build a system for Units to work under – it is not “MCI training” but system planning.

IV. ADJOURNMENT

Motion was made by D. Duquete to adjourn the meeting at 2:30 PM. Seconded by S. Achilles and approved by all present.

V. NEXT MEETING

Date:	January 20, 2005
Location:	Richard M. Flynn Fire Academy, Concord, NH
Time:	1:00 PM – 3:30 PM

Respectfully Submitted,

Suzanne M. Prentiss, Bureau Chief, EMS
(Prepared by K. Doolan, Field Services Coordinator)